

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
FEBRUARY 6, 2012

The Lyndon City Council met in regular session on Monday, February 6, 2012, 7:30 p.m., at City Hall.

Members Present: Wayne Howard, Kay Jones, Bill Patterson, Brandon Smith,
and Doug Watson,

Absent: Mayor Jeff Bronson

Others Present: Kim Newman, City Administrator
Barbara Schattak, City Clerk
Pat Walsh, City Attorney
David Wilson, Maintenance Superintendent
Darrel Manning, Chief of Police/Zoning Administrator
Julie Stutzman, City Treasurer
Robert Smith, Patrolman
Randy Harrison and Christine Thornton, Part-time Officers
Matt Steggs, Representative for the Boy Scouts
Stacey Goodwin, Representative for the Girl Scouts
Wayne White, The Osage County Herald-Chronicle
Peggy Clark, Representative for HPPL (8:30 p.m.)

1. CALL TO ORDER: Council President Jones called the meeting to order.
2. ROLL CALL: The City Clerk called roll of the city council; all members were present with the exception of Mayor Bronson who was absent without notification.
3. ADOPTION OF MINUTES OF PREVIOUS MEETING: A motion was made by Patterson to approve the adjourned meeting minutes of January 17, 2012 as presented. Howard seconded the motion, which carried.
4. CORRESPONDENCE TO COUNCIL: Each council member was given a copy of the Public Wholesale Water Supply District No. 12 minutes of January 18, 2012.
5. CITIZEN'S STATEMENTS AND PETITIONS: Stacey Goodwin reported she had given a copy of the Girl Scout service contract to office staff as requested at the last meeting. It was noted the Girl Scouts have agreed to pick up trash in and around the Community Center and clean the planters outside of the facility in exchange of fees being waived. Matt Steggs reported the Boy Scouts would be willing to take care of the trash during ball games. After some discussion, a motion was made by Smith to allow the Lyndon Boy Scouts and Girl Scouts the use of the Community Center with fees waived in exchange for service projects in and around the facility and in town. Watson seconded the motion, which carried.

6. UNFINISHED BUSINESS:

- a) FUNDING AND TAX CREDITS FOR THE BAILEY HOUSE: After Peggy Clark arrived she reported she has spoken with the grant manager who stated there are several requests for the unfunded monies coming in. Pending council approval, Peggy sent a letter to the State requesting funding of \$11,000 and has since received an amended contract which council would need to approve if they would like to receive the extra funds. It was noted the extra \$11,250 has been spread through all of the line items in the contract and matching funds are \$2,250. The City Administrator explained the tax credits and how they will save the City money. It was noted the extra money would allow repairs to be done in the top portion of the building and fund the work on the windows. After some discussion, a motion was made by Watson to accept the \$11,250 and provide the match of \$2,250. Patterson seconded the motion, which carried. Howard opposed.

7. NEW BUSINESS:

- a) BG ON CALL CONTRACT: The City Administrator reported BG Consultant has re-submitted their contract this year. After working with the firm this past year the City Administrator recommended the firm continue to be our on-call engineer. After some discussion, the matter was tabled to the next meeting.
- b) PUBLIC SQUARE COMMUNITIES: The City Administrator reported the Economic Development meeting she attended last week was to introduce the Public Square Communities to city officials. This program is similar to the Main Street Program but it is not as expensive. The goal is the help the communities and the county as a whole and it could make a positive difference. It was reported the next meeting is February 27th and council members were invited to attend. The City Administrator will keep council updated.
- c) CHARITABLE DONATION POLICY: Each council member was given a draft copy of a donation policy by the City Administrator. After some discussion, the matter was tabled to the next meeting to allow council time to review the policy.

8. STAFF REPORTS:

- a) POLICE: The Police Department gave each council member a monthly police activity report.
- b) MAINTENANCE: Each council member received an activity report from maintenance. Jones asked about a new bench along the trail; the Maintenance Superintendent reported the Lyndon Lions Club installed a new bench by the pool as a donation. Staff was asked to send a note of thanks to the Lions Club.

Smith asked how the digging around the cabin went; it was reported Pishny dug from the foundation to the footing and placed a drain around the cabin.

c) CITY ADMINISTRATOR: The City Administrator reported on the following:

- Attended City Hall day in Topeka; there was a presentation regarding KPERS and some other presentations you could pick from. There was also some discussion regarding health insurance which bears looking into.
- Still discussing the Fourth of July and having events on the actual day but fireworks would still be on the weekend. Have visited with Parker Saylor about a movie in the park and Carol Retzer about the possibility of events after the horse parade. It was noted Lyndon State Bank would be interested in potentially partnering with the City for the Fourth.
- Have been contacted by an individual who would like to have a car cruise on June 23rd which is the same day as the City Wide Garage Sale.
- Discussed the possibility of having evening hours on Wednesdays with staff alternating half days on Friday. After some discussion, Jones suggested trying it out to see if it would work. As no one was opposed the City Administrator would formalize scheduling and when to advertise.
- Reported meeting with Ron Groff, City Auditor, on Friday. After meeting with him they were both were in agreement rates need to be raised and cannot be delayed again this year. It was also noted our trash company wants to have a new contract with the City and raise their rates as well. The City Administrator recommended for the council to have special meetings starting in March for work sessions to address these issues and have Ron attend. Jones questioned if the State still has emergency funds as well as asked about the possibility of having a half cent sales tax on the ballot this year. Council asked about the contract with Groff and Berry for the 2011 audit. After some discussion, the contract was tabled to the next meeting.
- Discussed the possibility of applying for a community garden grant, but we would have to partner with someone. The grant is for up to \$5,000; the City could donate land and someone else would do the work in the garden. The City Administrator reported she will be contacting church groups to see if they are interested.

9. MONTHLY FINANCIALS: Each member was given a copy of tentative fund balances and a current list of certificate of deposits. Jones questioned about having a bill list of monthly expenditures; it was noted there would no longer be a bill list. After some discussion, it was the consensus of the council to have a bill list and for it to be mailed out with council packets.

10. COUNCIL/STAFF COMMENTS: Watson suggested when council is discussing rates they need to look at the billing cycle as well.

Jones inquired about a project report from the City Administrator; it was noted there will be a quarterly report in March.

Jones reported CBW would like to take care of the flower bed in City Park again this year. Watson reported he has extra plants at home which he will donate. Maintenance stated they would help remove bushes if needed.

Jones asked about building permits; the City Clerk permits have been for fences, signs and accessory buildings but not for new homes.

11. EXECUTIVE SESSION: At 8:26 p.m. a motion was made by Patterson to recess to executive session for 20 minutes to discuss a real estate matter. Howard seconded the motion, which carried. The governing body reconvened at 8:46 p.m. No action was taken.

At 9:05 p.m. a motion was made by Smith to recess to executive session for 10 minutes to discuss a personnel matter. Watson seconded the motion, which carried. Howard did not attend. The governing body reconvened at 9:15 p.m. No action was taken.

At 9:16 p.m. a motion was made by Smith to recess to executive session for 10 minutes to discuss a personnel matter. Patterson seconded the motion, which carried. Howard did not attend. The governing body reconvened at 9:26 p.m. No action was taken.

12. ADJOURNMENT: At 9:28 p.m. a motion was made by Patterson to adjourn to Monday, February 20, 2012 at 7:30 p.m. Smith seconded the meeting, which carried.

A handwritten signature in cursive script, reading "Barbara Schattak". The ink is dark and the signature is fluid, with a large initial 'B' and a long, sweeping 'k' at the end.

Barbara Schattak
City Clerk